

Minutes of the Finance Committee

Wednesday, February 19, 2003

Chair Haukohl called the meeting to order at 8:49 a.m.

Members Present : Supervisors Pat Haukohl (Chair), Jim Behrend, Don Broesch, Joe Marchese, Mike Sonnentag, Joe Griffin, and Genia Bruce .

Also Present : Chief of Staff Lee Esler, Parks Systems Manager Jim Kavemeier, Emergency Government Coordinator Jim Malueg, Senior Financial Analyst Mike Baniel, Budget Manager Keith Swartz, Business Manager Tom Koth, UW -Extension Director Marcia Jante, Accounting Services Manager Larry Dahl, Principal Financial Projects Analyst Bob Ries, Risk Management Administrator Laura Stauffer, Budget Specialist Linda Witkowski, Treasurer Pam Reeves, and County Board Supervisor Kathleen Cummings.

Approve Minutes of February 5, 2003

MOTION: Behrend moved, second by Bruce to approve the minutes of February 5. Motion carried 7 -0.

Executive Committee Report

Haukohl advised of the following issues discussed at the last Executive Committee meeting.

- Approved the resolution for the three-way mining agreement.
- The 2000 capital project to improve Moor Downs Golf Course fairway #5 will go forward now that Riverview will not be relocated.
- The contract for the official County newspaper was awarded to the Waukesha Freeman because their cost was lower compared to the Milwaukee Journal/Sentinel's bid.
- Reviewed Chapter 4 revisions of the County Code.

Schedule Next Meeting Dates

March 5th.

Announcements

Marchese referred to the most recent Executive Committee meeting and expressed concerns about committee member absenteeism. Haukohl said three of its members were on out-of-state vacations.

Haukohl advised that the new transit coordinator will be at the February 27 Public Works Committee meeting for anyone interested in meeting this person.

Read Correspondence

Copies of the latest Executive Committee correspondence list were distributed.

Meeting Approvals

MOTION: Broesch moved, second by Sonnentag to approve mileage reimbursement for Marchese's attendance at a Highway Q informational meeting in Menomonee Falls on February 26. Motion carried 7-0.

Ordinance 1570- 118: Approve Land Use Permit for an Easement to Construct, Operate and Maintain Above Ground Transmission Lines

Kavemeier said this ordinance involves granting a land use permit to American Transmission Company to upgrade utility pole in Mukwonago that is rusting and rotting. They are proposing to replace it with a single pole structure which is nicer in appearance. Consistent with past practice, the department will

charge a one-time fee of \$5,000 for the granting of the land use permit and this will go into the Tarmann Fund for future land acquisitions.

MOTION: Behrend moved, second by Bruceto approve ordinance 157 -O-118. Motion carried 7 -0.

Ordinance 1570- 122: Modify the Waukesha County Emergency Management's 2003 Budget to Appropriate Federal Emergency Management Agency Grant Expenditures and Revenues

This ordinance allows the department to accept a \$48,295 federal grant to do additional anti-terrorism planning. This is a one-year grant that runs through December 16, 2003. Approximately \$15,700 will be used to increase clerical hours, in the Emergency Management Office, an additional 20 hours per week and will entitle that employee to full-time benefits. However, when the position reverts back to part-time, the benefits will cease. Operating and interdepartmental expenditures are estimated to total \$32,595, of which, \$28,320 will be budgeted for contracted and/or consulting services as needed to assist Emergency Management staff and local agencies in completing the deliverables. A list of deliverables showing tangible items that must be produced and turned over to the state. In addition, an estimated \$4,275 is included for training, travel, publications, supplies, printing, postage, telephone, and indirect costs.

MOTION: Broesch moved, second by Behrend to approve ordinance 157 -O-122. Motion carried 7 -0.

Ordinance 1570- 123: Modify Sheriff's Department 2003 Budget Expenditure of Donated Funds

Koth said this ordinance will allow the department to accept a \$2,500 donation from the Waukesha Kennel Club which will be used to replace three canine bail out released devices for canine patrol cars.

MOTION: Behrend moved, second by Bruceto approve ordinance 157 -O-123. Motion carried 7 -0.

Ordinance 1570- 121: Authorize the Waukesha County University of Wisconsin Extension to Accept U.S. Department of Health and Human Services Substance Abuse and Mental Health Services Administration Grant Funds

Jantes said this ordinance involves accepting federal grant funds totaling \$191,316 for violence prevention and education for two targeted neighborhoods in the City of Waukesha - Haer tel Field and Phoenix Heights. The department is partnering with the schools as well as other agencies and churches. There are basically two initiatives, a family strengthening initiative and a neighborhood youth leadership initiative. One of the goals is to set up a youth council whose members will serve as advisors to the mayor. This grant is for the first year of a two-year grant period but she believes the funding will be ongoing thereafter.

A philosophical discussion ensued on whether it's best to spend money on these types of programs at this point, especially due to budget deficits on the state and federal levels, the possibility of war, and if the programs will even be successful. Behrend and Broesch had concerns while Hauko and Griffin supported the federal funding as preventative measures. Broesch asked for program information on specific goals, and later, accomplishments and successes. Hauko said these discussions would be agenda items for future meetings. She has asked that Jante give a presentation on the Neighborhood Revitalization Program to the full County Board at a later time.

MOTION: Marchese moved, second by Griffin to approve ordinance 157 -O-121. Motion carried 7 -0.

Ordinance 1570- 124: Transfer Carryover Funds from 2002 Unexpended Appropriations to 2003 Budgeted Appropriations

As outlined in her handout, Jante gave a detailed explanation of the carryovers in UW - Extension which consisted mainly of Community Development Block Grants. Dahland Ries explained the carryovers in

each of the other departments. The total amount to be carried forward from 2002 to 2003 budgets is \$2,204,090.

MOTION: Marchese moved, second by Behrend to approve ordinance 157 -O-124. Motion carried 7 -0.

4th Quarter Report on Claims and Worker's Compensation

Stauffer reviewed the 4th Quarter Worker's Compensation report as outlined. At year -end, 124 claims had been opened and 30 remained open. The total incurred was \$292,931. She went on to discuss year -end claims as outlined. Regarding general liability, 33 claims had opened, 18 remained open, and the total incurred was \$144,826. There were 20 auto liability claims opened, 5 remained open, and the total incurred was \$42,519. With regard to auto physical damage, 36 claims were opened, 10 remained open, and the total incurred was \$67,849. A total of 33 property damage claims were filed by year -end, 11 remained open, and the total incurred was \$74,818. Stauffer highlighted some of the larger claims that opened and those that closed.

Stauffer distributed pie charts showing year -end losses per department per claim type. Over a five -year period, the Sheriff's Department had the most losses in the area of general liability, auto liability, auto physical damage, and Worker's Compensation. The Parks & Land Use Department had the most losses in the area of property damage, followed closely by the Building Operations Division of the Public Works Department. Stauffer said she will be meeting with the Sheriff to determine if there are ways they can decrease future losses in that department.

Capital Projects Cost Performance Report and Approve Closeout Reserves

Witkowski reviewed her report entitled "Capital Projects 2002 Year -End Report" as outlined which included information on project title, project status, and original appropriation and balance.

Enrolled ordinance 146 -73 established a reserve account for certain highway capital projects in which bills are received after project completion for work funded in part with federal and state aid . The ordinance required Finance Committee concurrence to reserve funds as projects are closed. It is requested that the highway project reserve account be increased \$20,000 for Capital Project 20005, CTHNN, Jericho Bridge.

MOTION: Behrend moved, second by Marchese that the highway projects reserve account be increased \$20,000 for Capital Project 20005. Motion carried 7 -0.

Finance Committee Letter Regarding Position on Lottery Credit Recount and Scott Gunderson's Bill, AB54

Haukoht said it looks as though AB54 will move forward without any major problems. Reeves said other county treasurers are opposed to the bill because, currently, those counties are not spending any money for property appraisals nor are they re -advertising those properties that have new prices because they didn't sell, even though the State Statute dictates otherwise. Reeves said she had suggested an amendment but they didn't support it. These county treasurers and other groups on their behalf will make their opposition known to the legislature. This issue was discussed at length. Haukoht said it looks as though the bill will have to be pulled and reworked. In the meantime, we can try to help on the County level to get it re -worded where by we don't need to have a certified appraisal. Reeves said that should achieve their goal.

With regard to the lottery credit recertification letter to the Department of Revenue, Haukoht said Legislative Policy Advisory Dave Krahn had recommended that a letter be written and signed by the County Executive, County Board Chair, Haukoht, and Reeves. This letter would request that counties be waived from having to do recertifications. Reeves said this issue has support from other treasurers

statewide and many are drafting resolutions in support of a waiver. She stated that a resolution, along with a letter, would be helpful.

MOTION: Griffin moved, second by Behrend that a letter and a resolution with regard to the above listed issue be drafted on behalf of Waukesha County. Motion carried 7 -0.

Future Agenda Items

- Examine Costs for Printing Legal Notices per Department (Referred by the Executive Committee)
- Two Separate Reports: Goals, and Measurable Outcomes and Successes of the Violence Prevention Program by UW -Extension Ordinance 157 -O-121 (Broesch)

MOTION: Broesch moved, second by Behrend to adjourn at 12:22 p.m. Motion carried 7 -0.

Recorded by Mary Pedersen, Legislative Associate.

Respectfully submitted,

Joseph F. Griffin
Secretary